Annex C: King County Government and Jurisdiction Participation

Historical Planning Process Information Retained from 2004 Plan

Annex C: Historical King County 2003 / 2004 RHMP Planning Process Information (retained in 2009 Plan update)

2004 Editor's Note: The following sections outline the process utilized during the initial drafting of the Plan in 2003. The planning process consisted of multiple phases and teams, including the Taskforce, work groups, and partners group.

The RHMP "Taskforce" included representatives from participating agencies who acted as a guiding body for the direction of the regional plan and work group activities. The Taskforce met monthly to review work progress, adoption process and public participation efforts.

Originally, participating agencies met monthly as a group. When a review of the RHMP progress and information submitted by jurisdictions was conducted late in the spring of 2003, it became evident that some agencies had made substantial progress in the planning progress while other agencies had not. For this reason, participants were divided into two groups – one with a submission deadline of December 8, 2003 and a second group to convene for the 2004 planning phase. Only those with December 8th deadline targets participated in work group sessions. Work groups were segregated into operational areas: schools, cities, utilities, fire districts, and King County government agencies. They met every week to discuss selected topics, submit data and review draft plan document drafts. Eventually the schools joined the cities work group to consolidate meeting schedules. New work groups for the next planning phase were formed in early 2004.

In an effort to pull together the entire process, all participants and interested parties met once a month at the "RHMP Partners Meeting." This forum provided an opportunity to brief everyone on the plan status, distribute draft documents, share information and provide for agency comments and feedback.

Note: 2009 RHMP Partners are now referred to in the plan as "Planning Team," which is an informal body comprised of representatives from jurisdictions that have annexed or wish to annex to the RHMP.

King County Emergency Management Staff Support

King County's personnel contribution to the development of the Regional Hazard Mitigation Plan consisted of two full-time Project Management III staff members, one contract temporary technical writer, one part-time work-study student, and several volunteers. These staff resources were dedicated to the facilitation of regional participation, coordination of the planning process, research, data collection, plan writing, and administration of public presentations. Office of Emergency Management staff also provided support and guidance to partner agencies as requested and developed and maintained the RHMP website for the benefit of partner agencies and the general public.

Data Collection and Mitigation 20/20 Software

The County received a copy of "Mitigation 20/20" software as part of the 2003 / 2004 FEMA / State \$100,000 Pre-Disaster Mitigation grant to develop a King County RHMP. This "Microsoft Access" database program provided a step-bystep method to help agencies collect and evaluate hazard mitigation data. We provided a limited version of the County's master copy to interested signatories, per the licensing agreement. While the software was somewhat useful for single jurisdictions, it did not lend itself to the political jurisdictional environment in King County or to a true regional hazard mitigation planning effort. In addition, some agencies did not have the computer hardware or software capability to run the program. Forms and data generated and collected in the Mitigation 20/20 software format was limited but somewhat useful as a standard for collecting data in hardcopy form. Some agencies opted to use their own methods for collecting, documenting and evaluating data for their plan. This information was manually integrated with other data submitted via the Mitigation 20/20 format. Due to program limitations, the County chose to manually develop the plan instead of utilizing the pre-written format provided in the Mitigation 20/20 program. Mitigation 20/20 will not be utilized for future revisions and additions to the RHMP.

Plan Adoption

The December 8, 2003 submission date and the RHMP work plan left very little time for the regional partners to review and adopt the final composite of the Draft Plan. For this reason, the plan sections were released to the partners as they were drafted for comment and reviewed at the weekly work group meetings. Draft documents were also made available on-line at the King County Office of Emergency Management website at www.metrokc.gov/prepare/KCRHMP as they were completed. Partners and citizens alike were given access to the documents in this fashion.

Intention to Adopt – Individual Agencies

Each jurisdiction chose to pass resolutions expressing their intention to adopt the King County Regional Hazard Mitigation Plan upon acceptance of the plan by Washington State Emergency Management and FEMA. This was done at different points in the process per the desires of each jurisdiction. Documentation of the adoption resolution was a requirement for acknowledgement of the jurisdiction's successful participation in the hazard mitigation planning process. All participating agencies in this planning session met this requirement as identified in the Annex D: Plan Adoption, in the 2004 Plan. Original resolutions are kept on file at the King County Office of Emergency Management.

Public Involvement

The planning process attempted to provide opportunity for public involvement in a variety of ways at every step. While we recognized this topic was typically of interest to specific individuals and groups, we provided appropriate opportunity to gain public interest and feedback. We felt it was important to educate the public on the hazard mitigation planning process as well as the specific work being done by the various agencies contributing to the Plan.

We also acknowledged the need to reach individuals and groups at all levels in a way that met their needs. To accomplish this we approached the task using several different methods:

CTV- King County Civic Television

In March 2003, the County produced and aired a "Project Impact" segment featuring the Director of Emergency Management, Taskforce members and RHMP project staff. The production, televised on County Television (CTV), focused on the types of hazards that occur in our region and the benefits to developing a multi-jurisdictional Regional Hazard Mitigation Plan. This segment was available to a potential viewing population of approximately 445,000 households throughout King County. VHS and DVD copies were also made available to RHMP partner agencies.

Internet / Website

A portion of the King County's Emergency Management website was specifically dedicated to regional hazard mitigation planning. This site was developed and still remains as a tool for participating agencies as well as the general public. It contains information on hazard mitigation planning, help for participating agencies, resources, draft and final plan components, and a method for providing plan comments and feedback. The address is www.metrokc.gov/prepare/kcrhmp.

Public Meetings

As the RHMP was being developed, Office of Emergency Management staff conducted presentations to a variety of political and community groups, including commissioners, city councils, emergency managers and the general public. Many of these meetings and/or presentations were provided as a direct result from public requests. To insure a formal opportunity for the public to provide input, staff and members of the RHMP Partners group hosted two public meetings, one in Woodinville and one in Federal Way. Meeting content included an overview of the hazard mitigation process and the Plan.

The public presentations completed prior to the submission of the plan to Washington State Emergency Management are listed in Annex E: Public Participation, of the 2004 Plan.

Citizen Involvement

The RHMP group benefited greatly from the interest and involvement of a private citizen who was willing to dedicate time and disaster-related expertise to the project. He contributed a considerable amount of personal time doing research, developing sections of the Plan, reviewing the draft document, and helping to facilitate meetings.

Participating Agency Input

For participating agencies, the review process was incorporated into the weekly work group meetings and monthly RHMP partner meetings. Partners were provided with draft documents in hard copy and/or via electronic format for their review. There were able to provide input, additions and corrections throughout the entire process.

Public Review Comment Period/Process

Throughout the planning process the RHMP was made available via the World Wide Web for public review; no comments were received from the general public by the November 8, 2003 deadline. Any written comments received after November 8, 2003 and prior to March 1, 2004 will be addressed in the next planning phase starting in 2004. The Plan was also distributed during public meetings with utility commissioners, city councils and fire commissioners.

Continued Public Involvement

The FEMA Approved Draft of the Regional Hazard Mitigation Plan will be made available via a link on the King County Office of Emergency Management website at www.metrokc.gov/prepare. A second Project Impact television Program was planned to elaborate on the Plan and the projects being implemented in the region. As the Plan underwent additional amendments and

additions, public meetings were announced at locations around King County. The public could contact the project manager at anytime with comments. The project manager scheduled public meetings during the revision process for inclusion of their comments. Meetings were held at locations around King County. Hardcopies of the most current version were made available to the library system in King County once FEMA approved the submitted draft.

Documentation

King County Office of Emergency Management, the coordinating agency, documented and tracked meeting attendance, participation activities, and public review and comment throughout the entire planning process.

RHMP partners were required to sign in at all meetings. Later in the process, OEM designed an electronic tracking record in order to monitor week-to-week agency participation.

OEM project staff developed a "Functional Group Work Plan" that outlined the weekly activities for each discipline group. Each agency was required to submit data in hardcopy and electronic formats. All data was filed in electronic as well as hard copy filing systems. In order to track whether data was submitted and if it was complete, OEM staff also developed a quick-reference tracking form. Meeting reminders and meeting summaries were provided to partners via e-mail.

Agendas and draft plan documents were provided at public meetings. Public input and comments were documented. Comments and input received through other avenues, such as participant meetings, agency review, or the web site were documented and maintained in hard copy files. Electronic media was also maintained in the electronic filing system. All plan comments were addressed and documented. For comments that were not included in the December 8, 2003 / 2004 Plan submission, written justification was provided.

All documents are maintained at the King County Office of Emergency Management. Work plan, data summaries and other tracking documents are in Annex C: 2004 Agency Participation.

Cost - Benefit Review

Cost – Benefit review consideration is a requirement of this mitigation plan. The Office of Management and Budget Circular A-94 describes the economic principles and methods by which most federal programs must determine the cost-effectiveness of funded projects. OMB A-94 states: "Analysis should include comprehensive estimates of the expected benefits and costs to society based on the established definitions and practices for program and policy evaluation. Social benefits, and not the benefits and costs to the Federal Government,

should be the basis for evaluating government programs or policies that have effects on private citizens or other levels of Government."

Elements of Cost - Benefit Review

Cost - Benefit Review is an effort to objectively prioritize projects that will best serve the community in a cost-effective way. This key element in the planning process is derived from the use of multiple elements. Many of the regional partners participating in the development of the Regional Hazard Mitigation Plan used Mitigation 20/20 software methodology to generate this ratio by using a formula. The formula requires an estimated cost to implement the project, the estimated replacement cost of the infrastructure protected by the project and the population served by the services provided by agencies using the infrastructure. Additional factors might include a valuation of human life derived from the World Trade Center Terrorist Attack on 9/11/01, relative service levels provided by major equipment and/or facilities in a jurisdiction. An effort to quantify other intangible benefits that might contribute to public or responder safety was included by specific agencies as needed.

All signatory agencies to the Regional Hazard Mitigation Plan have included Cost - Benefit Review as a primary consideration in the establishment of their strategy unless other wise specified in their annex. Only mitigation projects with a ratio greater than 1 have been considered for inclusion in the jurisdiction annexes. Some organizations included greater detail in their C - B Review descriptions.

Implementation of the Regional Hazard Mitigation Plan

All signatory agencies to the Regional Hazard Mitigation Plan implemented their designated strategies through the following funding mechanisms unless otherwise designated in their individual annexes:

- Capital Improvement Program Budgets
- Operations Budgets
- Grant Proposals where available
- Expansion of Public Education program scope
- Proposals for bond levies where applicable

Most signatory agencies operate on annual budget cycles. Some large projects may require implementation over multiple budget cycles (pipeline replacement is an example). Progress and changes were addressed in the regular revisions of this Plan by all signatory agencies as noted under Plan Administration and Maintenance below.

Plan Administration and Maintenance

The King County Office of Emergency Management Director/ Program Manager is the designated keeper of the Regional Hazard Mitigation Plan (RHMP). The King County Office of Emergency Management will be responsible for administering changes to the Plan, facilitating the planning process for new partners, and forwarding annual revisions to Washington State Emergency Management for review.

Signatory jurisdictions, businesses and agencies to the RHMP were responsible for the maintenance of their individual strategies, revision of incomplete mitigation initiative efforts, and submission of those changes to the King County Office of Emergency Management for review by the Regional Hazard Mitigation Plan Taskforce. RHMP amendments, revisions and additions were to be provided to the Regional Hazard Mitigation Plan Taskforce by the end of September each year for review. Changes to RHMP sections one through six will be affirmed by the impacted department managers.

The RHMP was to be revised annually for resubmission to FEMA and the State of Washington, on the second Monday of December. Changes to the RHMP would be posted on the King County Office of Emergency Management website. A public meeting to present the Plan changes or additions was conducted one month after review by Washington State Emergency Management but prior to acceptance by FEMA. Public comment will continue to be solicited.

Transmittal of Plan Documents

On November 12, 2009, King County Department of Executive Services, Office of Emergency Management (OEM), transmitted copies of the King County Regional Hazard Mitigation Plan (RHMP) to the State of Washington, Emergency Management Division (EMD), Mitigation Strategist, for official review and submission to FEMA. FEMA conditionally approved the Plan on November 30, which cleared the way for King County and each partner jurisdiction to formally adopt the Plan. Adoption dates for specific annexes may be found in Annex XX and in each jurisdictional annex.

Annex C

Attachment A 16715

2009 Planning Team - KC Hazard Mitigation Plan Meetings

Date	Document	Venue
5/18/2009	Sign-In Sheet	King County ECC
6/15/2009	Sign-In Sheet	King County ECC
7/13/2009	Sign-In Sheet	Hazard Mitigation Meeting
9/17/2009	Conference Call	KC OEM, State EMD 2009 and Conference Call
9/17/2009	Roster	Participants
9/29/2009	State EMD Doodle Poll	"King County Technical Assistance Day" at KC ECC
9/29/2009	Sign-In Sheet	2009 Regional Mitigation Plan - Participating Agencies Workshop

		King County ECC	Sign in Sheet Date	Mission Nu	ımber		
Sign in	Sign in	Name	Agency Discipline	Cell phone	Pager		167.15
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05/18	1345	Jarry B. Thornton &.	WD 125	206/9475172	-	05/18	140
3/18	1245	David Remmen	EWPS	206 396-4275		,	
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5/18 5/18	12:56	Kris Finnigan /	Medina	206-931-6932			
57) \$	12:55	Lucey Coco /	Bellevue	38425-452-7923	>	5/14	14/0
0/12	12:55	Tennifor Wormhy V	Bothel	(425) 486-1678	·	,	
9/18	121.55	Tim CAMPBELL V	MIDWAY SEWER DEGICT				
	12:57	LEN CORNWELL /	SAMMAMISH PLATEAU WSD	425-392-6256	DEGE	6:18	2:10
518	13:00	Coordie Olson	Southking Fire & rescue	2065103197			
5-18	13:00	Priseilla Kaufmann /	King County Water Land	206-205-0598		3:15	
518	15:00	Furt Oakland 1	wood mille Water	206 255 2730			
5-18	1:05	Jeff Lakin	Water District 19	206 300 4211		5/18	2:15
5-18	105	PATTI HARREIS	DES MOLDES PD	(206)396-4690			
4/18	1359	BRET WEATH	ISSAWAH EM	428-837-3475			
5/18	1309	Mary Habday		253-837-2704			
5/18	1310	Scot Webster		7254326200			
5/18	1320	Mike Barlow 1	Fire District 44	253-569-37/1		5/18	1430
5/18 5/19	1500	DAVE Nelson, V	KCFD 20	425 864 1583			
5/19	1300	JAY BENNETT	City of Prospic	253-929-1113			

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6		2 50	Dave Nelson	XCFD 20	428 8641583			
		250	GLENU STOCKHAN	COUNTROL WATER DISTRICT	253.631.0565			
	6/15 1:	250	KORY BATTERMAN	DES MOINES POLICE	206 870 7617			
. ' -	'	251	JENDIFER WARNE	BOTHELL	425-486-1678			
(7	254	Kris Finnigan	City of Medina	206-931-6932			
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 		3:00	Matt Everett	Highline Water Dist	204 571-1282	<u></u>		L
		3:00	JERGMY DELMAR	11 11	206 592-890	4		
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-	LARRY ROC	Marcolnery Fine & Cire Sweety	3	425 4770200	
-	AVE NEUSON	KCFD20	dnelson @ KcsdZO.org	425-864-1583	***************************************
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- 1	JOSHUA DEPLATUS	Kcwo 90	jositua_derairus @nsu.com		1000.21100
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1	YORY BATTERMAN	DES MOINES POLICE		206 870 7617	
μ	PATT HARRIS	DES MOINES POLICE	Pharris @desmoineswa.gov		
-	Kasen Ferreira	4-cettes	# Karenf @ Burienwa	(A(/	
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Date: 7/13/2009

Attachment A 16715

Name Friscilla Kaufmann	Organization	E-Mail Address	Phone (including Area Code)	FAX (including Area Code)
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Name	Bev O'Dea	Desk Phone 253-512-7073	Email b.odea@emd.wa.gov
Agency	WA State EMD	Cell Phone	Address
Name	Chuck Hagerfielm	Desk Prone 2531512-7071	Enail:c.hagemjelm@emd.wa.gov
Agency	Wa'Srate EMD	Cell Phone 7	Address
Name	Priscilla Kaufman	Desk Phone 206-205-0598	Email priscilla.kaufmann@kingcounty.gov
Agency	Water and Land	Cell Phone	Address 201 S Jackson St. Rm 600; Seattle, WA 98104-3855
Name	Vamon Owans	Desk Phone 425452-6033	Effail vowens@bellevile.gov
Agency	Cfty of Bellevue	Dell Phone; 206-696-4737	Address 450 (10th Ave. NE: Bellevuer WA 98009
Name	Karen Ferreira	Desk Phone 206-248-5502	Email KarenF@burlenwa.gov
Agency	Cities of Burlen/Des Moines/Normandy Park	Cell Phone 206-391-1643	Address 400 SW 152nd St. Suite 300 Burlen, WA 98198
Name	Kory Batterman	Desk Phone 1206-870-7617	Email 'kbatterman@desmolneswa.gov's
Agency	City of Des Molnes	Cell Phone Committee Commi	Address Z1900 11th Ave. S. Des Moines, WA 98198
Name	Mary Hobday	Desk Phone 253-835-2704	Email mary.hobday@cityoffederalway.com
Agency	City of Federal Way	Cell Phone	Address 33325 8th Ave. S. Federal Way, WA 98063-9718
Name	Sfeve Roberge	Desk Prione : 425-649-4444	Email
Agency	City of New Castle	Cell Phone	Address 13020 Newcastle Way, Newcastle, WA 98059

KC-0EM - Bowers

Name	Frank Iriarte	Desk Phone	206-431-2445	Email	firiate@ci.tukwila.wa.us
Agency	City of Tukwila	Cell Phone	206-571-6319	Address	6300 Southcenter Blvd. Tukwila, WA 98188
Name	Gordie Olson	Desk Phone		Email	
Agency	KCFD #39- South King County	Cell Phone		Address	31617 1st Ave S. Federal Way, Wa 98003
Name	Scott Webster	Desk Phone		Email	scottw@maplevalleyfire.org
Agency	KCFD #43- Maple Valley Fire District	Cell Phone		Address	23775 SE 264th St. Maple Valley, WA 98038
Name	Pam Cobley	Desk Phone	253-631-3770	Email	pcobely@rothhill.com
Agency	KCWD #111	Cell Phone		Address	27224 144th Ave SE Kent, WA 98042
Name		Desk Phone	206-824-0375	Email	
Agency	Highline Water District	Cell Phone		Address	27224 144th Ave SE Kent, WA 98042
Name		Desk Phone	253-630-9900	Email	
Agency	Soos Creek Water District	Cell Phone		Address	14616 SE 192nd St. Renton, WA 98058-1039
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2009 Regional Mitagation Plan -Participating Agencies Workshop Tuesday, September 29th, 2009 8am-4pm

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